

ER-7-8733

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FEB 2 1956

briefed
LKW

MEMORANDUM FOR: Deputy Director (Support)

SUBJECT : Insurance Refunds

1. During December, this Staff was made aware of the fact that insurance refunds (WAEPA, Mutual of Omaha hospitalization and GHI) had accumulated over a period of several years to the point where a substantial backlog of employee claims existed in the Insurance Branch of the Insurance and Casualty Division. Investigation of this situation revealed that the bulk of the backlog had been caused by a reduction in the T/O authorized this unit as a result of the latest Agency-wide T/O ceiling authorization. It is understood that you have authorized the Director of Personnel to temporarily detail additional personnel to the unit to dispose of the accumulation of refunds and expedite payment of such claims to Agency employees.

2. The purpose of this memorandum is to inform you of my interest and to urge priority implementation of the action you have authorized. If this accumulation of employee refunds is not handled soon, it may have a serious effect not only on the progress made thus far in the Agency's insurance program but on employee morale as well. I would appreciate being kept advised of the progress made in resolving this situation.

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will do
in 30 days

Lyman B. Kirkpatrick
Inspector General

17 Feb. (Phone)

Kirk said to wait until
we have something to report
JH

Document No.	037
No Change in Class.	<input type="checkbox"/>
Declassified	<input checked="" type="checkbox"/>
Class. Changed to:	TS S S
Next Review Date:	
Auth.:	HR 70-3
Date:	10 JAN 1979

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